

EVALUATION FORM
Hercules Public Library (1018)

Population Growth - 1980 to 2020

FORM AA

Regulatory Basis: p.35, 20440, Appendix 1

Rating Panel Comments

+322.6%

EVALUATION FORM
Hercules Public Library (1018)

Age of Existing Library

FORM A

Regulatory Basis: p.37, 20440, Appendix 1

Rating Panel Comments

No existing library.

Rating Basis:

4 = No Existing Facility

3 = 1957 or older

2 = 1958-1962

1 = 1963-1974

0 = 1975-Present

RATING:

Date of Most Recent Structural Renovation

Rating Basis:

4 = No Renovation

3 = 1957 or older

2 = 1958-1962

1 = 1963-1974

0 = 1975-Present

RATING: *Not applicable*

4 = Outstanding
 3 = Very Good
 2 = Acceptable
 1 = Limitations
 0 = Serious Limitations

EVALUATION FORM

Hercules Public Library (1018)

Community Library Needs Assessment

FORM F

RATING:

Regulatory Basis: p.26, 20440 (d) (2) and p.61, 20440, Appendix 3

Rating Panel Comments

This is one of the better K-12 student Needs Assessments.

Basically, the City's population supports a County branch facility. Needs of residents and K-12 are addressed. Hours of service are limited, though, to 35 hours per week. National comparisons used when data available. Space Needs Assessment references Library Plan of Service and Building Program for details. This is a bedroom community, but is relatively new with no cultural institutions. It is affluent. 96% of the population have Internet access from home.

Excellent community analysis.

Very thorough needs assessment that involved a number of methods of gaining public input and analysis of other agencies and activities in the community, resulting in a clear understanding of the community's library needs and possibilities for partnerships.

Rating Basis:

1. Methodology & Community Involvement.
2. Community Analysis/Community agencies & organizations, service area.
demographics
3. Analysis of service needs/consistency with demographics.
4. Service limitations for existing facility (if applicable).
5. Space Needs Assessment.
6. Needs of K-12 Student Population, if applicable.

	R1	R2	R3	R4	
1	3	4	4	3	
2	2	4	4	4	
3	3	4	4	4	
4					<i>not applicable</i>
5	1	4	4	4	
6	2	4	4	3	
Totals	11	20	20	18	
	2.2	4.0	4.0	3.6	

4 = Outstanding
 3 = Very Good
 2 = Acceptable
 1 = Limitations
 0 = Serious Limitations

EVALUATION FORM

Hercules Public Library (1018)

Library Plan of Service

FORM G

Regulatory Basis: p.67, 20440, Appendix 4

RATING:

Rating Panel Comments

The Plan of Service provides standard County branch library services within the County's mission, goals, objectives. Special joint venture services of Homework Center/Computer Lab are addressed; volunteers will be recruited and trained; appropriate online homework assistance, curriculum-related software, internet access planned. City will fund position to supervise Homework/Computer Center in the afternoon.

Small acquisitions budget considering all types of formats. Plan to promote need for donations and Friends' support for programs and additional collection acquisitions. Library open hours are 35 per week, which is support level provided by County.

Plan of Service ties directly to the Needs Assessment then to the Building Program. Very well done.

18% don't speak English well (less than "very well" Large number of <19 years -- few >55 84% <55 years). Higher educational level than state, and higher per capita income - bedroom community with few jobs and few cultural activities.

Without an existing library in the community, this will be a library that focuses on providing basic library services, while emphasizing services to school age children. Goals, objectives, and service indicators are detailed enough to ensure that the specific clientele of the community is being served.

Rating Basis

- 1.How Project responds to Needs of Residents.
- 2.How well mission, roles, goals, objectives, service indicators are documented.
- 3.Types of services well documented.
- 4.How project fits into jurisdiction-wide Plan of Service.

	R1	R2	R3	R4
1	2	4	4	3
2	3	4	4	4
3	3	4	4	4
4	2	4	4	3
Totals	10	16	16	14
	2.5	4.0	4.0	3.5

4 = Outstanding
 3 = Very Good
 2 = Acceptable
 1 = Limitations
 0 = Serious Limitations

EVALUATION FORM

Hercules Public Library (1018)

Library Building Program

FORM H

Regulatory Basis: p.69, 20440, Appendix 5

RATING:

Rating Panel Comments

Community Needs Assessment and Plan of Service summaries are contained herein. Homework Center and Young Adult areas are separate rooms and adjacent to each other. Energy conservation design. Goal of having building perform at 20% under Title 24 requirements and achieve LEED certification.

Building Program incorporates everything from Needs Assessment to Plan of Service.

The Building Program follows the Plan of Service and carefully documents the space needs.

Rating Basis:

- 1.How well Building Program implements Plan of Service.
- 2.How well Building Program documents general requirements for Library Building.
- 3.How well are the Spatial Relationships described.
- 4.How well are individual spaces sized and described.

	R1	R2	R3	R4
1	4	4	4	4
2	4	4	4	4
3	4	4	4	4
4	4	4	4	4
Totals	16 4.0	16 4.0	16 4.0	16 4.0

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 2 = Acceptable
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 0 = Serious Limitations

EVALUATION FORM

Hercules Public Library (1018)

Conceptual Plans

FORM I

Regulatory Basis: p.27, 20440 (d) (5)

RATING:

Rating Panel Comments

Non-assignable area is shaded, but does not show the square foot numbers.

Conceptual Plans are very well done, showing net and non-assignable square footage, program, and actual square footage for each area.

Provides a separate room for Homework Center - near Young Adult section. Good provision for Children and Young Adult Services.

Plans implement the requirements of the building program and maintain the required non-assignable square footage.

Rating Basis:

- 1.How well the net-assignable square footage on plan matches BP, PoS and NA
- 2.How well the non-assignable square footage on plan matches BP, PoS and NA
- 3.How well Spatial Relationships on plan match what was called for in BP, PoS, and NA
- 4.How well the elevations, sections and specification implement the BP and PoS

	R1	R2	R3	R4
1	4	4	4	3
2	4	4	3	3
3	4	4	4	3
4	4	4	4	3
Totals	16 4.0	16 4.0	15 3.8	12 3.0

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EVALUATION FORM

Hercules Public Library (1018)

Joint Use Cooperative Agreement

FORM J

Regulatory Basis: p.60, 20440, Appendix 2

RATING:

Rating Panel Comments

This is a very good example of a joint use agreement. It includes specific goals and objectives, as well as funding amounts. Well done.

Agreement contingent on receipt of grant funds, which is logical - they have no existing public library now. County will fund library staffing; City will fund Homework Center/Computer Center staff person to supervise Center in the afternoons. School district will fund its own staff to participate and train volunteers. Specific elements of center are well defined and meet needs identified.

This is a mutually beneficial agreement with a quarterly monitoring and evaluation of the program. The only shortcoming is the few hours of operation. Seniors who like to come to the library in the mornings before the school population arrives will only be able to do so two mornings a week.

Valid project with school involvement.

Rating Basis:

1. How well roles & responsibilities are defined.
2. How clearly are the joint library services described.
3. Appropriateness, adequacy, reasonableness of hours of service.
4. Appropriateness, adequacy, reasonableness of staffing/volunteers.
5. How well are ownership issues resolved.
6. Appropriateness, adequacy, reasonableness of sources & uses of funding
7. Appropriateness, adequacy, reasonableness of review & modification process.
8. How well the agreement demonstrates a workable, mutually beneficial long term partnership.

	R1	R2	R3	R4
1	4	3	4	3
2	4	3	4	3
3	4	4	4	3
4	4	4	4	3
5	4	4	4	3
6	4	4	4	3
7	4	4	4	3
8	4	4	4	3
Totals	32	30	32	24
	4.0	3.8	4.0	3.0

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EVALUATION FORM

Hercules Public Library (1018)

Joint Use: Needs of K-12 Students

FORM K

Regulatory Basis: p.67, 20440, Appendix 4

RATING:

Rating Panel Comments

Only one grade of students (11th grade) was interviewed. Parents and county librarians, PTA board, and teachers represented the elementary, middle, and high school students.

The needs of residents of all ages was considered during the needs assessment process. One of the findings of the community analysis is that there is a need for student homework assistance and computer literacy.

Rating Basis:

1. How the project responds to the needs of the K-12 students as expressed in Needs Assessment.
2. How well the mission, roles, goals and objectives are documented.
3. How well documented are the types of K-12 services.

	R1	R2	R3	R4
1	3	4	4	3
2	3	4	4	3
3	3	4	4	3
Totals	9	12	12	9
	3.0	4.0	4.0	3.0

4 = Outstanding
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 0 = Serious Limitations

EVALUATION FORM

Hercules Public Library (1018)

Integration of Electronic Technologies

FORM L

Regulatory Basis: p.68, 20440, Appendix 4

RATING:

Rating Panel Comments

Appropriate technologies are included - videoconferencing, laptop checkout, computer software for K-12, 24/7 reference, internet self-checkout, digital materials flow management system.
 Well documented plan for meeting K-12 technology needs.

Technology is addressed in goals relating to improving the public's access to information and to improving staff efficiency in assisting the public.

Rating Basis:

1. Appropriateness of the electronic technologies in Plan of Service, based on Needs Assessment.
2. How well the integration of electronic technologies is documented in the Plan of Service.
3. How well the integration of electronic technologies is in the Building Program.

	R1	R2	R3	R4
1	3	4	4	3
2	3	4	4	3
3	3	4	4	3
Totals	9 3.0	12 4.0	12 4.0	9 3.0

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 3 = Very Good
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 0 = Serious Limitations

EVALUATION FORM

Hercules Public Library (1018)

Appropriateness of Site

FORM M

Regulatory Basis: p.39, 20440, Appendix 1

RATING:

Rating Panel Comments

Located centrally. Exceeds parking required by local zoning. Looked at 12 possible sites.

The site is located near a BART station and Interstate 80, important because a high percentage of Hercules residents are commuters. It is also located adjacent to a senior center and within 1/4 mile of 8 public transit stops. A new walkway is planned that will connect the library to "miles of trails" that can be used by bicyclists and pedestrians.

Rating Basis:

1. Equal Access for all residents in Service Area.
2. Accessibility via Public Transit.
3. Accessibility via Pedestrian and Bicycle.
4. Accessibility via Automobile.
5. Adequacy of Automobile Parking.
6. Adequacy of Bicycle Parking.
7. Overall Parking Rationale.
8. Shared Parking Agreement (if applicable).
9. Visibility of site and proposed library building in service area.
10. How well site fits community context and planning.
11. Site selection process and summary.

	R1	R2	R3	R4
1	4	4	4	2
2	3	4	4	3
3	3	4	4	3
4	3	4	4	3
5	4	4	4	4
6	4	4	4	4
7	4	4	4	3
8	not applicable			
9	4	4	4	3
10	4	4	4	3
11	4	4	4	4
Totals	37	40	40	32
	3.7	4.0	4.0	3.2

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 2 = Acceptable
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 0 = Serious Limitations

EVALUATION FORM

Hercules Public Library (1018)

Site Description

FORM N

Regulatory Basis: p. 45, 20440, Appendix 1

RATING:

Rating Panel Comments

The site size is adequate to accommodate the proposed project.

Rating Basis:

1. Adequacy of size of site.
2. Drainage problems.
3. Geotechnical problems.
4. Appropriateness of site configuration (Boundary Survey)
5. Appropriateness of site/surrounding area. (Visual Record)
6. Appropriateness of site based on placement of building, parking, access roads, pathways, expansion and parking.

	R1	R2	R3	R4	
1	4	4	4	3	
2					OK
3					OK
4	3	4	4	3	
5	4	4	4	4	
6	4	4	4	4	
Totals	15	16	16	14	
	3.8	4.0	4.0	3.5	

EVALUATION FORM
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Financial Capacity

FORM O

Regulatory Basis: Bond Act p. 5, Section 19998 (a) (7)

Rating Panel Comments:

Applicant has committed to the on-going operation of the completed library.

EVALUATION FORM
Hercules Public Library (1018)
Ratings Summary

<i>BOND ACT CRITERIA</i>	<i>RATING</i>	
Population Growth		323%
Age and Condition	4.0	
Needs of residents/response of proposed project to needs	4	
Plan of service integrates appropriate technology	4	
Appropriateness of site	4	
Financial capacity (new libraries only)		yes